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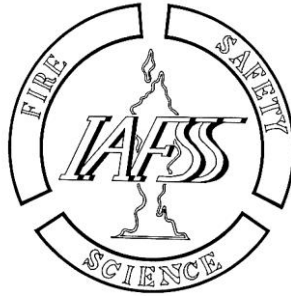
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MINUTES (FINAL) IAFSS Executive Committee Meeting

In attendance: Patrick van Hees, Margaret McNamee, Bodzio Dlugogorski, Arnaud Trouve, Ai Sekizawa, Bart Merci, Carole Franks, Charley Fleischmann. **Apologies:** Ed Galea, Christopher Wieczorek

Attachment

1. Proceedings

Papers are complete and should be online any day. This has been slowed down due to Terry Fay being the only person who is able to do this. Michael Gollner and Nils Johansson will also learn this process to make it easier/faster to upload documents in the future.

Front matter for the proceedings has not yet been completed but will be sent out after this meeting.

Charley made a suggestion that the picture taken of the conference participants might be used on the cover page of the proceedings. It was agreed that this is a good idea and will be investigated.

ACTION: Patrick will send the final version of the cover page for the proceedings to Margaret for distribution to the Executive Committee.

ACTION: Charley will send over the photo series shot of the conference delegates in Christchurch to Patrick (done).

2. Guidelines for IAFSS Support

Changes made after previous meeting have been included. The document was approved. Agreed that the document is ready to be made public.

3. Membership drive

Carole has just gone through the student membership. Approximately 140 student members have dropped off when they completed their PhD. These members need to be approached again to motivate their becoming full members.

Patrick will continue to discuss with Alex Coppalle concerning this.

ACTION: Patrick will communicate with Carole concerning how to communicate with these students to motivate their becoming a full member.

4. Report 12th IAFSS (2017)

a. Program chair(s)

Updated document was discussed. The next point is to organise a teleconference concerning the Symposium Committee.

Carole has declined being co-opted to the Program Committee and does not feel it necessary to have her previous capacity filled.

b. Copyright permission and Editorial duties IAFSS Proceedings

It is very important when the call for papers is made that the need for copyright transfer is made clear.

5. Publication of IAFSS Proceedings

We have received an offer from Springer and Elsevier concerning publication of the proceedings. Patrick has also been in contact with Wiley but has not yet received an answer concerning publication of the proceedings. We need to have a deadline concerning when a final decision is made concerning publisher. (Note this is for 12th Symposium.) It would be nice if the discussions were firm by the Call for Papers, which is at the end of this year or beginning of 2016.

Patrick called for a task group to make a decision concerning what do we aim for in terms of the publication of our proceedings. Task force: Patrick van Hees, Charley Fleischmann, Beth Weckman, Ed Galea and Michael Gollner.

ACTION: Margaret will call the first meeting of the Task Force.

6. Decision concerning launch of survey on two or three year cycle for IAFSS conference

Ed's suggested changes were approved with the exception of the additional point in Question 1. The survey will be launched after the meeting.

It is important that a decision is made concerning the 2/3 year cycle as soon as possible after the results of the survey are final in order to give Beth Weckman as much time as possible to plan for the 2019/2020 conference in Canada.

ACTION: The survey will be launched as soon as possible after this meeting.

7. Miscellaneous (including next meeting)

Patrick is trying to arrange a physical/teleco meeting of the **Full Committee** in Japan. Patrick will try to organise this meeting to discuss: Proceedings, 2/3 year cycle, Task group on young researchers, other issues.

The Google group issue has not been resolved but Patrick will get back to us on this.

ACTION: Next Executive Committee meeting will be late October/early November.